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Cyber D

23 March 1956

MEMORANDUM FOR: Director of Administration

SUBJECT : Transportation Requirement

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1. Transportation will be required for personnel and classified material from [redacted] to 1717 N Street N.W. and return. This requirement is expected to begin near 1 April, continue sporadically until the middle of May and become continuous after that time. A period of approximately 2 hours is expected between arrival at 1717 N Street and return to [redacted]. No layover is anticipated [redacted]

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2. Approximately three each deliveries and returns per day are anticipated for which at least two hours notice should be available to you. You will be provided with the approximate times of day these trips may be anticipated as soon as the information is available to us.

3. Additional highly urgent trips will be required upon short notice. These should be relatively infrequent at first but will gradually increase.

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[redacted]
Lt. Col., USAF

PCS/DCI/O/RJS/afm

Distribution:

Orig and 1-addressee

2. [redacted]
3. [redacted]
4-Ops chrono
5-Admin chrono
6-Admin reading

1-3-1956

RECORDED